

Regular Meeting Minutes

Hyde County Board of Commissioners

Monday, January 7, 2019

Following opening prayer by Commissioner Swindell and pledge of allegiance Chairman Pugh called the Regular Meeting of the Hyde County Board of Commissioners to order at 6:05p.m. on Monday, January 7, 2019 in the Hyde County Government Center Multi-Use Room and the Ocracoke Community Center using electronic conferencing equipment.

The following members were present on the mainland: Chairman Earl Pugh, Jr.; Commissioners Ben Simmons, Shannon Swindell and James Topping; County Manager Kris Cahoon Noble; Attorney Franz Holscher; Clerk to the Board Lois Stotesberry; Emergency Services Director Justin Gibbs; Special Projects Coordinator Bill Rich and members of the public.

Vice-chair Tom Pahl; Information Technology Director Donnie Shumate and members of the public were present on Ocracoke.

Justin Gibbs, ES Director/Deputy Clerk ran the electronic conferencing equipment on the Mainland. IT Director/Deputy Clerk Donnie Shumate ran the electronic conferencing equipment on Ocracoke.

Consideration of Agenda:

Commissioner Swindell moved to approve the Monday, January 7, 2019 Meeting Agenda as presented by the Clerk with addition of a DSS Budget Revision. Commissioner Simmons seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Simmons, Swindell, Topping; Nays – None; Absent or not voting – None.

Consideration of Minutes:

December 3, 2018 Organizational Meeting and Regular Meeting Minutes

Commissioner Pahl moved to approve the Monday, December 3, 2018 Organizational and Regular Meeting Minutes as presented by the Clerk. Commissioner Swindell seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Simmons, Swindell, Topping; Nays – None; Absent or not voting – None.

Public Hearing:

Ocracoke Community Transportation Program Application

County Manager Kris Cahoon Noble reported the Community Transportation Program provides assistance to coordinate existing transportation options and services for the communities within this area. These services will be provided by Hyde County on Ocracoke Island and will utilize motorized trams which will be used to transport tourists and day-trippers from the passenger ferries to and from various points of interest on the Island.

Commissioner Simmons moved to open public hearing on Ocracoke Community Transportation Program Application. Commissioner Swindell seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Simmons, Swindell, Topping; Nays – None; Absent or not voting – None.

Hearing no comment from the public Commissioner Pahl moved to close public hearing on Ocracoke Community Transportation Program Application. Commissioner Simmons seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Simmons, Swindell, Topping; Nays – None; Absent or not voting – None.

Report of Tax Collections:

Tax Administrator Linda Basnight presented the December 30, 2018 monthly tax collections report. Ms. Basnight will send a report of Accounts Receivable to the Board members. No action required.

Friend of the Month:

County Manager Kris Cahoon Noble announced Rose Acre Farm has been declared the friend of Hyde County for the month of January 2019. Ms. Noble thanked Rose Acre for sponsoring the Hyde County employees Christmas luncheon. She also reported Swan Quarter will plan and hold its "First Annual Easter in the Quarter" with an egg hunt being sponsored by Rose Acre.

Nate Nickolisen, Complex Manager, accepted a Certificate of Appreciation and a Hyde County pin on behalf of Rose Acre Farm.

Employee of the Month:

County Manager Kris Cahoon Noble announced Linda McCabe, Department of Social Services Income

Maintenance Supervisor, has been declared the employee of the month of January 2019. Ms. Noble reported this employee has over twenty years of service to Hyde County. She started out as a line worker and has advanced through the ranks to become an administrator of multiple programs within her department.

Laurie Potter, DSS Director, accepted a Certificate of Appreciation and a Hyde County pin on behalf of Linda McCabe. She reported Ms. McCabe is dedicated to clients she serves at DSS and is a team player. Her willingness to help others exemplifies the department's commitment to the citizens of Hyde County.

Public Comments:

Peter Vankevich, Ocracoke – expressed concern about the impact of the recent government shutdown on Hyde County.

Wallace Gibbs, New Holland – expressed concern about water elevation on property around Mattamuskeet Lake, especially Lake Landing area.

Hearing no further comment from the public Chairman Pugh continued the meeting.

Resolution:

Public Transportation Program Resolution FY 2019

County Manager Kris Cahoon Noble presented a resolution authorizing her to submit grant application(s) for federal and state funding in response to NCDOT's calls for projects, to make the necessary assurances and certifications and to be empowered to enter into an agreement with the NCDOT to provide rural, small, urban and urban public transportation services.

Clerk's Note: A copy of "Public Transportation Program Resolution FY 2019" is attached herewith as Exhibit A and incorporated herein by reference.

Commissioner Pahl moved to adopt Public Transportation Program Resolution FY 2019. Commissioner Swindell seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Simmons, Swindell, Topping; Nays – None; Absent or not voting – None.

Appointments:

Board of Health

Health Director Luana Gibbs reported at its December 2018 meeting the Hyde County Board of Health approved, the reappointment of Randy Clayton to his third three-year term, which will expire January 2022. Each term is a three year term, and no more than three consecutive terms may be served at one time.

Commissioner Simmons moved to approve reappointment of Randy Clayton to a third three-year term on the Hyde County Board of Health. Commissioner Swindell seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Simmons, Swindell, Topping; Nays – None; Absent or not voting – None

Department of Social Services Board

DSS Director Laurie Potter reported the Board of County Commissioners appoint two members to the DSS Board. Ms. Potter recommended reappointment of Commissioner Ben Simmons and appointment of Lora M. Byrd, each three year terms.

Commissioner Swindell moved to appoint Lora M. Byrd and to reappoint Commissioner Ben Simmons each to serve a three year term on the DSS Board. Commissioner Pahl seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Simmons, Swindell, Topping; Nays – None; Absent or not voting – None.

School Justice Partnership – JCPC

County Manager Kris Cahoon Noble reported the Juvenile Crime Prevention Council (JCPC) has asked for approval to appoint a Hyde County Commissioner to serve on the School Justice Partnership representing Hyde County. Meetings are held bi-monthly at Mattamuskeet Early College High School (MECHS).

Chairman Pugh moved to appoint Commissioner James Topping to represent Hyde County on the JCPC School Justice Partnership. Commissioner Simmons seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Simmons, Swindell, Topping; Nays – None; Absent or not voting – None.

Hyde County Transit

County Manager Kris Cahoon Noble reported currently Commissioner Pahl serves on the Hyde County Transit Board and has asked that another commissioner be appointed. Meetings are bi-monthly and on Mainland Hyde.

Chairman Pugh moved to approve additional appointment of Commissioner James Topping to represent Hyde County on the Hyde County Transit Board. Commissioner Simmons seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Simmons, Swindell, Topping; Nays – None; Absent or not voting – None.

Albemarle Regional Solid Waste Management Authority

County Manager Kris Cahoon Noble reported the ARSWMA is a county level legal entity serving Perquimans, Chowan, Gates, Dare, Currituck, Hyde Tyrrell and Washington counties. Delegate and Alternate positions need to be reappointed.

Chairman Pugh moved to appoint Kris Cahoon Noble to serve as Delegate and Tom Pahl to serve as Alternate on the Albemarle Regional Solid Waste Management Authority Board. Commissioner Simmons seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Simmons, Swindell, Topping; Nays – None; Absent or not voting – None.

DHHS/DSS Written Agreement – Amended MOU

Laurie Potter, DSS Director, reported Session Law 2017-41 requires all counties to enter into an annual agreement with the Department of Health and Human Services for all social services programs excluding medical assistance (Medicaid). The law requires the agreement to contain certain performance requirements and administrative responsibilities related to the social services program.

Commissioner Pahl moved to sign a “Modification Agreement” to the Memorandum of Understanding (MOU) covering FY 2018-2019 between the North Carolina Department of Health and Human Services and Hyde County. Commissioner Simmons seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Simmons, Swindell, Topping; Nays – None; Absent or not voting – None.

EIC CSBG Application

County Manager Kris Cahoon Noble presented an application for the second year of a three-year cycle that the Economic Improvement Council (EIC) is submitting for the continuation of funds for the Community Services Block Grant Program, of which Hyde County is served along with Camden, Chowan, Currituck, Dare, Gates, Pasquotank, Perquimans, Tyrrell and Washington counties. Ms. Noble reported five families will be served in Hyde County by the EIC Family Opportunity to Self-Sufficiency Project.

The EIC has requested that the Board review the application, make any comments it deems necessary and sign and return the acknowledgement of receipt of the application. No other action required at this time.

Renewal of Contract With McClees Consulting, Inc.

County Manager Kris Cahoon Noble presented the annual renewal contract and agreement for McClees Consulting, Inc. to provide lobbyist services for Hyde County. The contract for services has been budgeted for FY2018-2019 utilizing \$10,000.00 from Ocracoke Occupancy Tax funding and \$15,000.00 from the administrative budget, totaling \$25,000.00.

Ms. Noble will include an update report from McClees Consulting in the February 4, 2019 meeting material.

Commissioner Simmons moved to renew the contract with McClees Consulting, Inc. for the term of one year (01-01-2019 – 12-31-2019). Commissioner Pahl seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Simmons, Swindell, Topping; Nays – None; Absent or not voting – None.

Lease Renewal and Proposed Expansion – BHM Regional Library

Amanda Corbett, BHM Director reported the existing lease between Hyde County and Beaufort/Hyde/Martin Regional Library (BHM) for space leased within the Davis Center is set for renewal. In addition, BHM has requested expansion to a larger space, Suite 5 to Suites 2 and 3 across the hall. This will allow the NCPL to have a public meeting/program space, a computer lab, a separate children’s room and also provide storage and a workroom for employees. If the expansion is deemed acceptable, construction cost estimates will be needed and grant funds will need to be sought jointly by Hyde County and BHM. Potential sources include Golden LEAF, Library Services & Technology, ACT grants in the category of Expanding Access and Dollar General.

Commissioner Swindell moved to renew the lease with BHM Regional Library for a one year term as is and then look into costs to move into Suite 2 & 3 if the carpet and paint projects can be worked into the Utilities Department already approved budget. Commissioner Simmons seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Simmons, Swindell, Topping; Nays – None; Absent or not voting – None.

Selection of Administrative Services for Florence HMGP and FY18 FMA

County Manager Kris Cahoon Noble reported she, Jane Hodges and Rosemary Johnson met to review three proposals received for the administration of services for the Florence HMGP and FY18 FMA programs. Each proposal was ranked according to guidelines outlined in the RFP for the projects. Proposals were received from Holland Consulting Planners, LLC, Witt O'Brien and Summit Design & Engineering Services. Of the three proposals, Holland Consulting Planners ranked the highest based on the required criteria.

Commissioner Simmons moved to approve Holland Consulting Planners, LLC as the administrative service provider for the Hyde County HMGP and FY18 FMA programs. Commissioner Swindell seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Simmons, Swindell, Topping; Nays – None; Absent or not voting – None.

Recommendations: Ocracoke Occupancy Tax Board

County Manager Kris Cahoon Noble presented recommendations from the Ocracoke Occupancy Tax Board. In an effort to reduce the excess tax fund reserve balance down to approximately \$300,000.00 at the end of this fiscal year the Board recommended appropriating:

Ocracoke Youth Center	\$188,515.00
Ocracoke Preservation Society	\$141,000.00
Ocracoke Foundation	\$ 84,500.00
Ocracoke Health Center	\$ 57,203.00
Total Appropriations	\$471,218.00

Commissioner Pahl moved to approve the Ocracoke Occupancy Tax Board funding recommendations totaling \$471,218.00 as presented. Commissioner Simmons seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Simmons, Swindell, Topping; Nays – None; Absent or not voting – None.

Award Letter for CDBG-NR Program Funds

County Manager Kris Cahoon Noble reported Hyde County received notification that it has been awarded \$750,000.00 of Community Development Block Grant (CDBG) funds for the Neighborhood Revitalization Program. Under the funding, eligible applicants will receive housing repair and revitalization assistance. Holland Consulting Planners, LLC will administer the grant funds in conformation with CDBG compliance requirements.

Ms. Noble commended Rosemary Johnson for her work on CDBG Projects.

Daniel Brinn, Water and Flood Control Coordinator, will follow up on an Arch Road ditch clean out project. Mr. Brinn will then set up a meeting between Commissioner Topping and the Steering Committee to discuss options.

No action required.

Presentation of Senate Resolution 815

County Manager Kris Cahoon Noble presented Senate Resolution (SR 815) honoring the citizens of the town of Bath and the Pamlico Sound Region for the contributions they have made to the State.

No action required at this time.

2019 IRS Standard Mileage Rate

County Manager Kris Cahoon Noble reported the Internal Revenue Service announced the 2019 optional standard mileage rates reimbursable for the use of a personal automobile for business travel.

Commissioner Simmons moved to approve the new reimbursement rate of \$0.58. Commissioner Swindell seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Simmons, Swindell, Topping; Nays – None; Absent or not voting – None.

FY 2019-2020 Budget Calendar

County Manager Kris Cahoon Noble presented the FY19-20 Budget Calendar for Commissioners approval.

Commissioners Topping and Pahl recommended an earlier date for public input about the FY19-20 budget. The public hearing and adoption of the budget are scheduled for June 3, 2020.

Commissioner Pahl moved to approve the budget calendar for FY2019-2020 as presented. Commissioner Swindell seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Simmons and Swindell; Nays – Topping; Absent or not voting – None.

Budget Revisions:

Department of Social Services

DSS – Foster Care \$17,000.00

Health Department

PHPR – Equipment \$ 5,096.00

Maternal Health – Revenue \$20,757.00

Family Planning – Revenue Decrease \$ 261.00

Commissioner Pahl moved to approve the DSS budget transfer as presented. Commissioner Swindell seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Simmons, Swindell, Topping; Nays – None; Absent or not voting – None.

Commissioner Pahl moved to approve the three Health Department budget transfers as presented. Commissioner Swindell seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Simmons, Swindell, Topping; Nays – None; Absent or not voting – None.

Management Reports

Chairman Earl Pugh, Jr. – Reported the Davis Ventures building roof project is not yet funded but is moving forward.

Vice-chairman Tom Pahl – Attended Ocracoke O-Tax Board meeting where allocation of excess revenue was discussed; OCBA Budget Committee where a public restrooms project and the Island Inn Restoration project spearheaded by Ocracoke Preservation Society; and, Ocracoke Waterways Committee where derelict boats were discussed.

Commissioner Simmons – Continues fighting rising water levels. He recommends installing a flat gate on the Turnpike road in Rose Bay to protect a new welding business.

Commissioner Swindell – Agrees rising water levels need to be controlled. He complimented the Swan Quarter Christmas celebration and future plans for a county-wide Christmas parade. He reported mental health services are available at Telemedicine in the Health Department.

Commissioner Topping – Recommends forming a steering committee with two citizens from each district to help commissioners grow businesses to keep our young people in Hyde County. He will prepare and present, at the next Board meeting, a resolution to have all hiring/firing matters come through the Board of Commissioners.

County Attorney Holscher – Will report on drug testing at the February 4th Board meeting.

County Manager Kris Cahoon Noble – Reported the flood plain mapping project has been turned back into a 90 day review project expected to end in April. She presented update on the Davis Ventures Roof Project, the Courthouse Bell Project, Home Elevation and Reconstruction Projects and the Ocracoke Economic Development Project. She attended a Coastal Resources Committee meeting in Ocean Isle. Farragut tax collections software will go live next month.

Public Comment

Hugh Watson, New Holland – presented update on septic systems in Hyde County.

Ken Collier, New Lake – discussed septic system issues.

Ronnie Van O’Neal – reported issues related to his house that was rented by Hyde County EMS on Ocracoke.

Closed Session (none)

Adjourn

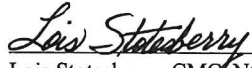
Commissioner Simmons moved to adjourn the meeting. Commissioner Swindell seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Simmons, Swindell, Topping; Nays – None; Absent or not voting – None.

The meeting adjourned at 8:25p.m.

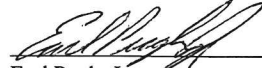
Respectfully submitted:

Minutes approved on the 4th day of February, 2019.

Attest:



Lois Stotesberry, CMO, NCCCC
Clerk, Hyde County Board of Commissioners



Earl Pugh, Jr.
Chair, Hyde County Board of Commissioners

Attachments

Exhibit A: "Public Transportation Program Resolution FY 2019"



Board of Commissioners

Earl Pugh, Jr., Chair
Tom Pahl, Vice-Chair
Benjamin Simmons, III
Shannon Swindell
Chris Topping

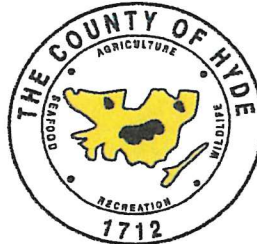
COUNTY OF HYDE

30 Oyster Creek Road
PO Box 188
SWAN QUARTER, NORTH CAROLINA 27885
252-926-4400
252-926-3701 Fax

Kris Cahoon Noble
County Manager

Franz Holscher
County Attorney

Lois Stotesberry, CMC, NCCCC
Clerk to the Board



PUBLIC TRANSPORTATION PROGRAM RESOLUTION FY 2019 RESOLUTION

Applicant seeking permission to apply for Public Transportation Program funding, enter into agreement with the North Carolina Department of Transportation, provide the necessary assurances and the required local match.

A motion was made by Tom Pahl and seconded by Shannon Swindell for the adoption of the following resolution and upon being put to a vote was duly adopted.

WHEREAS, Article 2B of Chapter 136 of the North Carolina General Statutes and the Governor of North Carolina have designated the North Carolina Department of Transportation (NCDOT) as the agency responsible for administering federal and state public transportation funds; and,

WHEREAS, the North Carolina Department of Transportation will apply for a grant from the US Department of Transportation, Federal Transit Administration and receives funds from the North Carolina General Assembly to provide assistance for rural public transportation projects; and,

WHEREAS, the purpose of these transportation funds is to provide grant monies to local agencies for the provision of rural, small urban, and urban public transportation services consistent with the policy requirements of each funding source for planning, community and agency involvement, service design, service alternatives, training and conference participation, reporting and other requirements (drug and alcohol testing policy and program, disadvantaged business enterprise program, and fully allocated costs analysis); and,

WHEREAS, the funds applied for may be Administrative, Operating, Planning, or Capital funds and will have different percentages of federal, state, and local funds; and,

WHEREAS, non-Community Transportation applicants may apply for funding for "purchase-of-service" projects under the Capital budget Section 5310 program; and,

WHEREAS, Hyde County hereby assures and certifies that it will provide the required local matching funds; that its staff has the technical capacity to implement and manage the project(s), prepare required reports, obtain required training, attend meetings and conferences; and agrees to comply with the federal and state statutes, regulations, executive orders, Section 5333 (b) Warranty, and all administrative requirements related to the applications made to and grants received from the Federal Transit Administration, as well as the provisions of Section 1001 of Title 18, U. S. C.

WHEREAS, the applicant has or will provide all annual certifications and assurances to the State of North Carolina required for the project.

NOW, THEREFORE, be it resolved that the County Manager of Hyde County is hereby authorized to submit grant application (s) for federal and state funding in response to NCDOT's calls for projects, make the necessary assurances and certifications and be empowered to enter into an agreement with the NCDOT to provide rural, small urban, and urban public transportation services.

I Earl Pugh, Jr. Chairman of the Hyde County Board of Commissioners do hereby certify that the above is a true and correct copy of an excerpt from the minutes of a meeting of the Hyde County Board of Directors duly held on the 7th day of January, 2019.

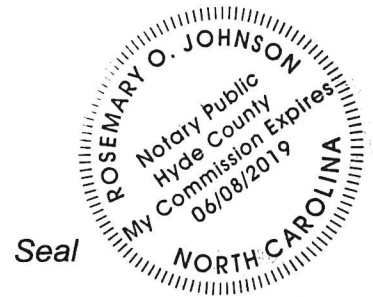


Chairman, Hyde Co. Board of Commissioners

Seal Subscribed and sworn to me January 7, 2019

Rosemary O. Johnson
Notary Public

Rosemary O. Johnson
23080 US Hwy 264, Swan Quarter NC
Printed Name & Address 27885



My Commission Expires: 6/8/2019